

# State Candidate Committee

## ***Reporting Schedule***

This schedule is for all candidates in statewide elections, candidates for the North Carolina House and Senate, candidates for District and Superior Court seats, and candidates for District Attorney.

### **Within 10 days**

#### **Organizational Report**

- Statement of Organization (CRO-2100A)
- Certification of Treasurer (CRO-3100)
- Certification of Financial Account Information (CRO-3500)
- Candidate Designation of Committee Funds (CRO-3900)
- Disclosure Report Cover (CRO-1000)
- Detailed Summary (CRO-1100)
- Contributions forms as applicable (CRO-1205 thru CRO-1250)
- Disbursement forms as applicable (CRO-1310 thru CRO-1330)
- Loan forms, if applicable (CRO-1410 thru CRO-1440)
- In-kind Contributions forms, if applicable (CRO-1510)
- Debts and Obligations forms, if applicable (CRO-1610 thru CRO-1620)

### **January 29, 2010**

#### **2009 Year End Semi-annual Report**

- Required from all registered committees and elected officials
- Covers from July 1 thru December 31, 2009

### **April 26, 2010**

#### **2010 First Quarter Plus Report**

- The first quarter plus 17 days preceding primary elections
- Required from all registered committees actively participating in 2010 elections
- Covers from last report thru April 17

### **April 18 – May 4, 2010**

#### **48 Hour Reports**

- Required when contributions of \$1,000 or more are received
- Due within 48 hours of receiving such a contribution

### **May 4, 2010**

#### **PRIMARY ELECTION**

### **July 12, 2010**

#### **2010 Second Quarter Report**

- Required from all registered committees actively participating in 2010 elections
- Covers from last report thru June 30

### **July 30, 2010**

#### **2010 Mid Year Semi-Annual Report**

- Required from all registered committees NOT actively participating in the 2010 elections
- Covers from last report thru June 30

<b>October 25, 2010</b>	<b>2010 Third Quarter Plus Report</b> <ul style="list-style-type: none"> <li>• The third quarter plus 17 days preceding the General Election</li> <li>• Required from all registered committees actively participating in the 2010 elections</li> <li>• Covers from last report thru October 16</li> </ul>
<b>October 17 – November 2, 2010</b>	<b>48 Hour Reports</b> <ul style="list-style-type: none"> <li>• Required when contributions of \$1,000 or more are received</li> <li>• Due within 48 hours of receiving such a contribution</li> </ul>
<b>November 2, 2010</b>	<b>GENERAL ELECTION</b>
<b>January 11, 2011</b>	<b>2010 Fourth Quarter Report</b> <ul style="list-style-type: none"> <li>• Required from all registered committees actively participating in the 2010 elections</li> <li>• Covers from last report thru December 31</li> </ul>
<b>January 28, 2011</b>	<b>2010 Year End Semi-Annual Report</b> <ul style="list-style-type: none"> <li>• Required from all registered committees NOT actively participating in the 2010 elections</li> <li>• Covers from July 1, 2010 thru December 31, 2010</li> </ul>
	<b>Final Report</b> <ul style="list-style-type: none"> <li>• Filed when all funds are disbursed, loans repaid or forgiven, debts paid and committee bank account closed</li> </ul>

### ***Where do I file these reports?***

All reports should be filed with the Campaign Finance Office of the State Board of Elections at 506 North Harrington Street, Raleigh, NC 27603.

The mailing address is: PO Box 27255  
Raleigh, NC 27611-7255

Telephone: 919-733-7173

## County Candidate Committees

### ***Reporting Schedule***

This schedule is for all candidates in county elections.

#### **Within 10 days**

##### **Organizational Report**

- Statement of Organization (CRO-2100A)
- Certification of Treasurer (CRO-3100)
- Certification of Financial Account Information (CRO-3500)
- Candidate Designation of Committee Funds (CRO-3900)
- Disclosure Report Cover (CRO-1000)
- Detailed Summary (CRO-1100)
- Contributions forms as applicable (CRO-1205 thru CRO-1250)
- Disbursement forms as applicable (CRO-1310 thru CRO-1330)
- Loan forms, if applicable (CRO-1410 thru CRO-1440)
- In-kind Contributions forms, if applicable (CRO-1510)
- Debts and Obligations forms, if applicable (CRO-1610 thru CRO-1620)

#### **January 29, 2010**

##### **2009 Year End Semi-annual Report**

- Required from all registered committees and elected officials
- Covers from July 1 thru December 31, 2009

#### **April 26, 2010**

##### **2010 First Quarter Plus Report**

- The first quarter plus 17 days preceding primary elections
- Required from all registered committees actively participating in 2010 elections
- Covers from last report thru April 17

#### **April 18 – May 4, 2010**

##### **48 Hour Reports**

- Required when contributions of \$1,000 or more are received
- Due within 48 hours of receiving such a contribution

#### **May 4, 2010**

##### **PRIMARY ELECTION**

#### **July 12, 2010**

##### **2010 Second Quarter Report**

- Required from all registered committees actively participating in 2010 elections
- Covers from last report thru June 30

#### **July 30, 2010**

##### **2010 Mid Year Semi-Annual Report**

- Required from all registered committees NOT actively participating in the 2010 elections
- Covers from last report thru June 30

<b>October 25, 2010</b>	<b>2010 Third Quarter Plus Report</b> <ul style="list-style-type: none"> <li>• The third quarter plus 17 days preceding the General Election</li> <li>• Required from all registered committees actively participating in the 2010 elections</li> <li>• Covers from last report thru October 16</li> </ul>
<b>October 17 – November 2, 2010</b>	<b>48 Hour Reports</b> <ul style="list-style-type: none"> <li>• Required when contributions of \$1,000 or more are received</li> <li>• Due within 48 hours of receiving such a contribution</li> </ul>
<b>November 2, 2010</b>	<b>GENERAL ELECTION</b>
<b>January 11, 2011</b>	<b>2010 Fourth Quarter Report</b> <ul style="list-style-type: none"> <li>• Required from all registered committees actively participating in the 2010 elections</li> <li>• Covers from last report thru December 31</li> </ul>
<b>January 28, 2011</b>	<b>2010 Year End Semi-Annual Report</b> <ul style="list-style-type: none"> <li>• Required from all registered committees NOT actively participating in the 2010 elections</li> <li>• Covers from July 1, 2010 thru December 31, 2010</li> </ul> <b>Final Report</b> <ul style="list-style-type: none"> <li>• Filed when all funds are disbursed, loans repaid or forgiven, debts paid and committee bank account closed</li> </ul>

### ***Where do I file these reports?***

All reports should be filed with the candidate's local board of elections office.

Refer to our website ([www.sboe.state.nc.us](http://www.sboe.state.nc.us)) for the address of all county board of elections offices.

## Municipal Candidate Committees

### ***Reporting Schedule***

This schedule is for municipal committees that are not participating in 2010 elections. **If a municipal committee makes contributions or expenditures concerning state or county offices in 2010, then that committee must file reports on the schedule for State or County Candidate Committees as listed on the previous pages.**

<b>January 29, 2010</b>	<b>2009 Year End Semi-annual Report</b> <ul style="list-style-type: none"><li>• Required from all registered committees and elected officials</li><li>• Covers from July 1 thru December 31, 2009</li></ul>
<b>July 30, 2010</b>	<b>2010 Mid Year Semi-Annual Report</b> <ul style="list-style-type: none"><li>• Required from all registered committees NOT actively participating in the 2010 elections</li><li>• Covers from last report thru June 30</li></ul>
<b>January 28, 2011</b>	<b>2010 Year End Semi-Annual Report</b> <ul style="list-style-type: none"><li>• Required from all registered committees NOT actively participating in the 2010 elections</li><li>• Covers from July 1, 2010 thru December 31, 2010</li></ul> <b>Final Report</b> <ul style="list-style-type: none"><li>• Filed when all funds are disbursed, loans repaid or forgiven, debts paid and committee bank account closed</li></ul>

### ***Where do I file these reports?***

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# Political Party Committee

## Reporting Schedule

This schedule is for all Party Committees registered with the State Board of Elections.

### Within 10 days

#### Organizational Report

- Statement of Organization (CRO-2100C)
- Certification of Financial Account Information (CRO-3500)

*AND EITHER* Certification of Threshold (CRO-3600) *OR*

- Disclosure Report Cover (CRO-1000)
- Detailed Summary (CRO-1100)
- Contributions forms as applicable (CRO-1205 thru CRO-1250)
- Disbursement forms as applicable (CRO-1310 thru CRO-1330)
- Loan forms, if applicable (CRO-1410 thru CRO-1440)
- In-kind Contributions forms, if applicable (CRO-1510)
- Debts and Obligations forms, if applicable (CRO-1610 thru CRO-1620)

### January 29, 2010

#### 2009 Year End Semi-annual Report

- Required from all registered committees and elected officials
- Covers from July 1 thru December 31, 2009

### April 26, 2010

#### 2010 First Quarter Plus Report

- The first quarter plus 17 days preceding primary elections
- Required from all registered committees actively participating in 2010 elections
- Covers from last report thru April 17

### April 18 – May 4, 2010

#### 48 Hour Reports

- Required when contributions of \$1,000 or more are received
- Due within 48 hours of receiving such a contribution

### May 4, 2010

#### PRIMARY ELECTION

### July 12, 2010

#### 2010 Second Quarter Report

- Required from all registered committees actively participating in 2010 elections
- Covers from last report thru June 30

### July 30, 2010

#### 2010 Mid Year Semi-Annual Report

- Required from all registered committees NOT actively participating in the 2010 elections
- Covers from last report thru June 30

<b>October 25, 2010</b>	<b>2010 Third Quarter Plus Report</b> <ul style="list-style-type: none"> <li>• The third quarter plus 17 days preceding the General Election</li> <li>• Required from all registered committees actively participating in the 2010 elections</li> <li>• Covers from last report thru October 16</li> </ul>
<b>October 17 – November 2, 2010</b>	<b>48 Hour Reports</b> <ul style="list-style-type: none"> <li>• Required when contributions of \$1,000 or more are received</li> <li>• Due within 48 hours of receiving such a contribution</li> </ul>
<b>November 2, 2010</b>	<b>GENERAL ELECTION</b>
<b>January 11, 2011</b>	<b>2010 Fourth Quarter Report</b> <ul style="list-style-type: none"> <li>• Required from all registered committees actively participating in the 2010 elections</li> <li>• Covers from last report thru December 31</li> </ul>
<b>January 28, 2011</b>	<b>2010 Year End Semi-Annual Report</b> <ul style="list-style-type: none"> <li>• Required from all registered committees NOT actively participating in the 2010 elections</li> <li>• Covers from July 1, 2010 thru December 31, 2010</li> </ul>
	<b>Final Report</b> <ul style="list-style-type: none"> <li>• Filed when all funds are disbursed, loans repaid or forgiven, debts paid and committee bank account closed</li> </ul>

### ***Where do I file these reports?***

All reports should be filed with the Campaign Finance Office of the State Board of Elections at 506 North Harrington Street, Raleigh, NC 27603.

The mailing address is: PO Box 27255  
Raleigh, NC 27611-7255

Telephone: 919-733-7173

## NC State PACs

### ***Reporting Schedule***

This schedule is for all PACs registered with the State Board of Elections.

#### **Within 10 days**

##### **Organizational Report**

- Statement of Organization (CRO-2100D)
- Certification of Financial Account Information (CRO-3500)
- Disclosure Report Cover (CRO-1000)
- Detailed Summary (CRO-1100)
- Contributions forms as applicable (CRO-1205 thru CRO-1250)
- Disbursement forms as applicable (CRO-1310 thru CRO-1330)
- Loan forms, if applicable (CRO-1410 thru CRO-1440)
- In-kind Contributions forms, if applicable (CRO-1510)
- Debts and Obligations forms, if applicable (CRO-1610 thru CRO-1620)
- Administrative Support form, if applicable (CRO-1710)

#### **January 29, 2010**

##### **2009 Year End Semi-annual Report**

- Required from all registered committees and elected officials
- Covers from July 1 thru December 31, 2009

#### **April 26, 2010**

##### **2010 First Quarter Plus Report**

- The first quarter plus 17 days preceding primary elections
- Required from all registered committees actively participating in 2010 elections
- Covers from last report thru April 17

#### **April 18 – May 4, 2010**

##### **48 Hour Reports**

- Required when contributions of \$1,000 or more are received
- Due within 48 hours of receiving such a contribution

#### **May 4, 2010**

##### **PRIMARY ELECTION**

#### **July 12, 2010**

##### **2010 Second Quarter Report**

- Required from all registered committees actively participating in 2010 elections
- Covers from last report thru June 30

#### **October 25, 2010**

##### **2010 Third Quarter Plus Report**

- The third quarter plus 17 days preceding the General Election
- Required from all registered committees actively participating in the 2010 elections
- Covers from last report thru October 16

#### **October 17 – November 2, 2010**

##### **48 Hour Reports**

- Required when contributions of \$1,000 or more are received
- Due within 48 hours of receiving such a contribution



**November 2, 2010**

**GENERAL ELECTION**

**January 11, 2011**

**2010 Fourth Quarter Report**

- Required from all registered committees actively participating in the 2010 elections
- Covers from last report thru December 31

**Final Report**

- Filed when all funds are disbursed, loans repaid or forgiven, debts paid and committee bank account closed

***Where do I file these reports?***

All reports should be filed with the Campaign Finance Office of the State Board of Elections at 506 North Harrington Street, Raleigh, NC 27603.

The mailing address is: PO Box 27255

Raleigh, NC 27611-7255

Telephone:

919-733-7173

## County PACs

### ***Reporting Schedule***

This schedule is for all PACs registered with a county board of elections office.

#### **Within 10 days**

##### **Organizational Report**

- Statement of Organization (CRO-2100D)
- Certification of Financial Account Information (CRO-3500)
- Disclosure Report Cover (CRO-1000)
- Detailed Summary (CRO-1100)
- Contributions forms as applicable (CRO-1205 thru CRO-1250)
- Disbursement forms as applicable (CRO-1310 thru CRO-1330)
- Loan forms, if applicable (CRO-1410 thru CRO-1440)
- In-kind Contributions forms, if applicable (CRO-1510)
- Debts and Obligations forms, if applicable (CRO-1610 thru CRO-1620)
- Administrative Support form, if applicable (CRO-1710)

#### **January 29, 2010**

##### **2009 Year End Semi-annual Report**

- Required from all registered committees and elected officials
- Covers from July 1 thru December 31, 2009

#### **April 26, 2010**

##### **2010 First Quarter Plus Report**

- The first quarter plus 17 days preceding primary elections
- Required from all registered committees actively participating in 2010 elections
- Covers from last report thru April 17

#### **April 18 – May 4, 2010**

##### **48 Hour Reports**

- Required when contributions of \$1,000 or more are received
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#### **May 4, 2010**

##### **PRIMARY ELECTION**

#### **July 12, 2010**

##### **2010 Second Quarter Report**

- Required from all registered committees actively participating in 2010 elections
- Covers from last report thru June 30

#### **October 25, 2010**

##### **2010 Third Quarter Plus Report**

- The third quarter plus 17 days preceding the General Election
- Required from all registered committees actively participating in the 2010 elections
- Covers from last report thru October 16

#### **October 17 – November 2, 2010**

##### **48 Hour Reports**

- Required when contributions of \$1,000 or more are received
- Due within 48 hours of receiving such a contribution

**November 2, 2010**

**GENERAL ELECTION**

**January 11, 2011**

**2010 Fourth Quarter Report**

- Required from all registered committees actively participating in the 2010 elections
- Covers from last report thru December 31

**Final Report**

- Filed when all funds are disbursed, loans repaid or forgiven, debts paid and committee bank account closed

***Where do I file these reports?***

All reports should be filed with the PAC's local board of elections office.

Refer to our website ([www.sboe.state.nc.us](http://www.sboe.state.nc.us)) for the address of all county board of elections offices.

## Municipal PACs

### ***Reporting Schedule***

This schedule is for all municipal PACs which are not participating in 2010 county or state elections. **If a municipal PAC makes contributions or expenditures concerning state or county offices in 2010, then that PAC must file reports on the schedule for State or County PACs as listed on the previous pages.**

<b>January 29, 2010</b>	<b>2009 Year End Semi-annual Report</b> <ul style="list-style-type: none"><li>• Required from all registered committees and elected officials</li><li>• Covers from July 1 thru December 31, 2009</li></ul>
<b>July 30, 2010</b>	<b>2010 Mid Year Semi-Annual Report</b> <ul style="list-style-type: none"><li>• Required from all registered committees NOT actively participating in the 2010 elections</li><li>• Covers from last report thru June 30</li></ul>
<b>January 28, 2011</b>	<b>2010 Year End Semi-Annual Report</b> <ul style="list-style-type: none"><li>• Required from all registered committees NOT actively participating in the 2010 elections</li><li>• Covers from July 1, 2010 thru December 31, 2010</li></ul> <b>Final Report</b> <ul style="list-style-type: none"><li>• Filed when all funds are disbursed, loans repaid or forgiven, debts paid and committee bank account closed</li></ul>

### ***Where do I file these reports?***

All reports should be filed with the PAC's local board of elections office.

Refer to our website ([www.sboe.state.nc.us](http://www.sboe.state.nc.us)) for the address of all county board of elections offices.

## Federal PACs

### ***Reporting Schedule***

This schedule is for all federal PACs registered with the State Board of Elections.

#### **Within 10 days**

#### **Organizational Report**

- Statement of Organization (CRO-4000)
- Certification of Financial Account Information (CRO-3500)
- Federal Committee NC Disclosure Report Cover form (CRO-4100)
- Federal Committee Report of Contributions to NC Political Committees form (CRO-4200)

#### **January 29, 2010**

#### **2009 Year End Semi-annual Report**

- Required from all registered committees and elected officials
- Covers from July 1 thru December 31, 2009

#### **April 26, 2010**

#### **2010 First Quarter Plus Report**

- The first quarter plus 17 days preceding primary elections
- Required from all registered committees actively participating in 2010 elections
- Covers from last report thru April 17

#### **April 18 – May 4, 2010**

#### **48 Hour Reports**

- Required when contributions of \$1,000 or more are received
- Due within 48 hours of receiving such a contribution

#### **May 4, 2010**

#### **PRIMARY ELECTION**

#### **July 12, 2010**

#### **2010 Second Quarter Report**

- Required from all registered committees actively participating in 2010 elections
- Covers from last report thru June 30

#### **October 25, 2010**

#### **2010 Third Quarter Plus Report**

- The third quarter plus 17 days preceding the General Election
- Required from all registered committees actively participating in the 2010 elections
- Covers from last report thru October 16

#### **October 17 – November 2, 2010**

#### **48 Hour Reports**

- Required when contributions of \$1,000 or more are received
- Due within 48 hours of receiving such a contribution

#### **November 2, 2010**

#### **GENERAL ELECTION**

#### **January 11, 2011**

#### **2010 Fourth Quarter Report**

- Required from all registered committees actively participating

- in the 2010 elections
- Covers from last report thru December 31

**Final Report**

- Filed when all funds are disbursed, loans repaid or forgiven, debts paid and committee bank account closed

***Where do I file these reports?***

All reports should be filed with the Campaign Finance Office of the State Board of Elections at 506 North Harrington Street, Raleigh, NC 27603.

The mailing address is: PO Box 27255  
Raleigh, NC 27611-7255

Telephone: 919-733-7173

## State Referendum Committees

### ***Reporting Schedule***

This schedule is for all referendum committees registered with the State Board of Elections

- |  |  |
|--|--|
| <ul style="list-style-type: none"><li>• <b>Within 10 days</b></li></ul>                              | <b>Organizational Report</b>   |
| <ul style="list-style-type: none"><li>• <b>10 days preceding the Referendum</b></li></ul>            | <b>Pre-Referendum Report</b> <ul style="list-style-type: none"><li>• <i>Required from all registered referendum committees participating in the current referendum.</i></li><li>• <i>Covers last report through seven days prior to the report due date.</i></li></ul>   |
| <ul style="list-style-type: none"><li>• <b>Due within 48 hours</b></li></ul>                         | <b>48-Hour Reports</b> <ul style="list-style-type: none"><li>• <i>Required from all registered referendum committees participating in the current referendum that receive a contribution of \$1,000 or more after the Pre-Referendum Report.</i></li><li>• <i>Covers the date(s) of the contributions.</i></li></ul> |
| <ul style="list-style-type: none"><li>• <b>10 days after the Referendum</b></li></ul>                | <b>Final Report</b> <ul style="list-style-type: none"><li>• <i>Required from all registered referendum committees participating in the current referendum.</i></li></ul>   |
| <ul style="list-style-type: none"><li>• <b>January 7<sup>th</sup> after the Referendum</b></li></ul> | <b>Supplemental Final Report</b> <ul style="list-style-type: none"><li>• <i>Required if the Final Report did not disclose a balance of zero.</i></li><li>• <i>Report should cover through December 31 after the Referendum.</i></li></ul>  |
| <ul style="list-style-type: none"><li>• <b>January 7<sup>th</sup></b></li></ul>                      | <b>Annual Reports</b> <ul style="list-style-type: none"><li>• <i>Due on this day if a zero balance has not been reported on a prior report.</i></li></ul>  |

### ***Where do I file these reports?***

All reports should be filed with the Campaign Finance Office of the State Board of Elections at 506 North Harrington Street, Raleigh, NC 27603.

Mailing address: PO Box 27255, Raleigh, NC 27611-7255

Phone: 919-733-7173

## County/Municipal Referendum Committees

### **Reporting Schedule**

This schedule is for all referendum committees registered with a county or municipal board of elections office.

- |  |  |
|--|--|
| <ul style="list-style-type: none"><li>• <b>Within 10 days</b></li></ul>                              | <b>Organizational Report</b>   |
| <ul style="list-style-type: none"><li>• <b>10 days preceding the Referendum</b></li></ul>            | <b>Pre-Referendum Report</b> <ul style="list-style-type: none"><li>• <i>Required from all registered referendum committees participating in the current referendum.</i></li><li>• <i>Covers last report through seven days prior to the report due date.</i></li></ul>   |
| <ul style="list-style-type: none"><li>• <b>Due within 48 hours</b></li></ul>                         | <b>48-Hour Reports</b> <ul style="list-style-type: none"><li>• <i>Required from all registered referendum committees participating in the current referendum that receive a contribution of \$1,000 or more after the Pre-Referendum Report.</i></li><li>• <i>Covers the date(s) of the contributions.</i></li></ul> |
| <ul style="list-style-type: none"><li>• <b>10 days after the Referendum</b></li></ul>                | <b>Final Report</b> <ul style="list-style-type: none"><li>• <i>Required from all registered referendum committees participating in the current referendum.</i></li></ul>   |
| <ul style="list-style-type: none"><li>• <b>January 7<sup>th</sup> after the Referendum</b></li></ul> | <b>Supplemental Final Report</b> <ul style="list-style-type: none"><li>• <i>Required if the Final Report did not disclose a balance of zero.</i></li><li>• <i>Report should cover through December 31 after the Referendum.</i></li></ul>  |
| <ul style="list-style-type: none"><li>• <b>January 7<sup>th</sup></b></li></ul>                      | <b>Annual Reports</b> <ul style="list-style-type: none"><li>• <i>Due on this day if a zero balance has not been reported on a prior report.</i></li></ul>  |

### **Where do I file these reports?**

All reports should be filed with the local board of elections office.

Refer to our website ([www.sboe.state.nc.us](http://www.sboe.state.nc.us)) for the address of all county board of elections offices.